

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE  
1

OF PAGES

2. AMENDMENT/MODIFICATION NO.

P00002

3. EFFECTIVE DATE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

Federal Emergency Management Agency  
Office of Acquisition Management500 C Street, S.W., PP 5th Floor  
Washington DC 20472

7. ADMINISTERED BY (If other than Item 6)

CODE

Prepared by:  
Roxanne Micca  
202-212-2338

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

To all Offerors/Bidders

(X)

9A. AMENDMENT OF SOLICITATION NO.

HSFEHQ-09-R-0105

X

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CODE

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification to solicitation # HSFEHQ-09-R-0105 is to:

1. Add the place of delivery as anywhere in the United States and all its territories.
2. Add the technical proposal format per the continuation page.
3. Questions and Answers attachment 2.

All other terms and conditions remain the same.

End of modification P00002.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

### Technical Proposal Format

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The technical proposal is to be presented in separate tabbed sections under the following headings (additional headings are acceptable but not required):

1. Past Performance – reference to information about main contractor and all sub-contractors verifying their reliability and expertise in all relevant fields. All previous FEMA and/or additional US Government contracts and contract numbers should be listed and explained in detail. This should include how deliverables were met, if and how the work exceeded the contract requirements, etc.
2. Housing Assessment Tool – a Housing Assessment Tool profile must be completed for all proposed units. All relevant questions for the unit type must be answered to be considered for evaluation. Relevant sections of *Attachment A – FEMA Baselines for Alternative Units* will be used to assist in the evaluation of this section of the proposal.
3. Production and Control Methodology – information regarding production facilities and capacity; assurance that company will be able to meet production estimates. Relevant sections of *Attachment A – FEMA Baselines for Alternative Units* will be used to assist the evaluation of this section of the proposal.
4. Indoor Air Quality Results and Methodology – all proposals will include results of indoor air quality testing per FEMA guidelines for temporary housing and how these results were obtained. If testing results are not currently available, information must be provided detailing how the company plans to comply with *Attachment C – FEMA Disaster Housing Inspection and Indoor Air Quality (IAQ) Specifications*. **Every** unit must undergo and pass Indoor Air Quality testing according to FEMA standards at the manufacturing facility prior to government acceptance or delivery of the unit.
5. Warranties – warranty information for structure, appliances, and all other covered objects must be included describing the following: the terms of the warranty, instructions on how the warranty will be serviced (i.e. who will need to be called? will someone need to repair/replace on site or will it need to be moved? what is typical protocol?), and the amount of time it will take from the report of a problem until object is fixed. Also include the monetary value of the warranty and the reduction in cost if FEMA determines that the warranty is not required.
6. Functional Criteria – include concise summaries of unit's ability to perform according to *Attachment B – Alternative Unit Functional Criteria*.

1) Question: Can a foreign manufactured product be considered as a COTS product if it meets all other terms of the definition of a COTS product (i.e. widely available in the US and abroad)?

Answer: FEMA follows the guidelines set forth by the Federal Acquisition Regulation (FAR) part 12.5 and FAR part 25 Foreign Acquisitions. Please refer to this section.

2) Question: Will the Government consider to add "FAR Clause 52.225-5 Trade Agreements" to the solicitation to permit use of products from countries with whom the US has trade agreements?

Answer: The government may consider FAR Clause 52.225-5 Trade Agreements.